

4 = Outstanding
 3 = Very Good
 2 = Acceptable
 1 = Limitations
 0 = Serious Limitations

EVALUATION FORM Castroville Library 2008

Overall Rating

3

Ratings Summary

BOND ACT CRITERIA	RATING	
Urban and Rural		See Map
Population Growth		44%
Age and Condition	4	
Needs of residents/response of proposed project to needs	3	
Plan of service integrates appropriate technology	2	
Appropriateness of site	4	
Financial capacity (new libraries only)		yes

Non-Evaluative Comments

Library services are currently provided in Castroville through a 3,800 square foot leased facility operated by the Monterey County Free Libraries. According to the Bond Act Regulations (Title 5, Division 2, Chapter 3, Article 1), a leased facility is considered to be an existing library if the lease has a total duration of not less than 20 years.

Project Summary

<i>Applicant:</i>	Monterey County
<i>Library Jurisdiction:</i>	Monterey County Free Libraries
<i>Project Type/Priority:</i>	New Library/1
<i>Project Square Footage:</i>	9,163
<i>State Grant Request:</i>	\$3,158,614

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Age and Condition of Existing Library and School Library

RATING

Regulatory Basis: 20440, Appendices 1 & 3

Age Rating

- 4 = No Existing
- 4 = 1949 or older
- 3 = 1950-1959
- 2 = 1960-1964
- 1 = 1965-1974
- 0 = 1975-2003

Structural Renovation Rating

N/A

- 4 = No Renovation
- 4 = 1954 & earlier
- 3 = 1955-1962
- 2 = 1963-1972
- 1 = 1973-1978
- 0 = 1979-2003

- 4 = Extremely Poor Condition
- 3 = Poor condition
- 2 = Acceptable condition
- 1 = Good condition
- 0 = Very good condition

Condition of Existing Library

1. Structural
2. Lighting
3. Energy
4. Health & Safety
5. ADA
6. Acoustical
7. Flexibility
8. Spatial Relationships
9. Site Considerations

	R1	R2	R3
N/A			
N/A			
N/A			
N/A			
N/A			
N/A			
N/A			
N/A			

Library construction date: No existing library

Library renovation date:

Rating panel comments

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Needs and Response to Needs

Regulatory Basis: 20440

RATING

3

Community Library Needs Assessment

1. Methodology & community involvement.
2. Community analysis/community agencies & organizations, service area demographics
3. Analysis of service needs/consistency with demographics
4. Service limitations for existing facility (if applicable)
5. Space needs assessment
6. Executive summary includes description of K-12 student population and their needs

NA

R1	R2	R3
4	4	4
3	3	4
3	3	3
3	3	3
3	3	3

Library Plan of Service

7. How well project responds to needs of residents
8. How well project responds to needs of K-12 students
9. How well mission, roles, goals, objectives, service indicators are documented
10. How well types of services are documented
11. How well types of K-12 services are documented
12. How project fits into jurisdiction-wide Plan of Service

R1	R2	R3
2	2	2
3	3	2
3	3	2
3	3	2
3	3	3
4	4	3

Library Building Program

13. How well Building Program implements Plan of Service.
14. How well Building Program documents general requirements for Library Building.
15. How well spatial relationships are described.
16. How well individual spaces are sized and described.

R1	R2	R3
2	2	2
4	4	3
4	4	4
4	4	4

Conceptual Plans

17. How well net-assignable SF on plan matches Building Program
18. How well non-assignable SF on plan matches Building Program
19. How well spatial relationships on plan match Building Plan

R1	R2	R3
4	4	4
4	4	4
4	4	3

Joint Use Cooperative Agreement

20. How well roles & responsibilities are defined.
21. How clearly joint library services are described.
22. Appropriateness, adequacy, reasonableness of hours of service.
23. Appropriateness, adequacy, reasonableness of staffing/volunteers.
24. How well ownership issues are resolved
25. Appropriateness, adequacy, reasonableness of sources & uses of funding
26. Appropriateness, adequacy, reasonableness of review & modification process
27. How well agreement demonstrates a workable, mutually beneficial long-term partnership.

R1	R2	R3
3	2	2
2	3	2
1	1	1
2	1	2
2	3	2
1	0	1
2	2	2
1	1	1

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Rating Panel Comments

R1:

Needs Assessment:

The needs assessment reached a broad range of the service area residents and included a variety of input methods. Because of the high percentage of Spanish-speaking individuals, materials and meetings were bilingual. Analysis and conclusions drawn from the needs assessment are relevant and insightful.

Plan of Service:

While the planning documents emphasize that 75% of the population is Latino and that many have limited English proficiency, but the collection allocation table in the building program does not appear to adequately address this user group. It shows only approximately 13% of the collection as "international languages," which seems to imply more than one non-English language. The fact that over 25% of the periodical collection is designated to be Spanish language mitigates this somewhat. Exceptionally thorough and well-documented space needs assessment. Residents indicated a desire for additional hours of service, currently at 36 per week. The plan of service shows only a shift of the hours, not an increase in hours.

Joint Use Agreement:

While staffing is delineated, how, and if, volunteers will be utilized is vague. Hours of service which begin at 11:00 a.m. are limited. Funding for the joint venture services is not addressed, aside from saying that the Monterey County Free Libraries will be responsible for the operation, maintenance, and management of the facility. Review and modification of the agreement will occur quarterly during the first year and annually thereafter, which is adequate.

Building Program:

Exceptionally well done general requirements section in the building program. Spatial relationships are exceptionally well-detailed, both in narrative and graphic form. Individualized spaces are extremely well-documented and appear to be appropriately sized, but the building program is laid out somewhat oddly with separate sections for flexibility, occupancy, HVAC.

Conceptual Plans:

It appears that all of the essential adjacencies have been met in the conceptual plans and they follow the building program extremely well. The amount of non-assignable square footage is a bit high, but closely matches what was called for in the building program.

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R2:

Needs Assessment:

The methodology was excellent, with many methods used and many groups contacted, including non-users. The community analysis was well done, but the service needs cited, are consistent with the demographic analysis and the results of the needs assessment. There is more detail later in the document. The proposed collection additions do not seem to adequately acknowledge the very large Latino population who desired additional Spanish language materials. Latinos represent 75% of the service population, but all materials in "International Languages," including Spanish, will comprise less than 6% of the collections, except magazines at 25% and newspapers at 12.5%.

Plan of Service:

The collection problem cited above carries through in the plan of service. In addition, the plan makes no commitment to increasing the current library service hours, even though that appeared as a high priority for just about all groups surveyed. In fact the current hours (not expanded hours) are the ones listed as a commitment in the joint use agreement. An agreement among the library, district, and two local colleges is cited as support for the literacy effort in the plan; however, no such agreement appears anywhere in the application documents. Between the information provided in the plan, and in the executive summary in the needs assessment, they have done an extremely good job in fitting the project into the jurisdiction-wide plans.

Joint Use Agreement:

Very one-sided. Whereas the library provides place, equipment, furniture, and staffing for a homework center, public access computers, and a literacy program, the district only agrees to provide materials necessary to support the district's use of the library's services.

Building Program:

Appears to over-commit the homework center's personal computers. Exceptionally well done general requirements section. Spatial relationships are exceptionally well detailed. Individualized spaces are extremely well documented and appear to be appropriately sized. The bubble diagram is highly effective in communicating the spatial relationships and adjacencies to the architect.

Conceptual Plan:

The net and non-assignable square footage is extremely well done. They are exceptional in matching the Building Program within reason. The spatial relationships match the Building Program exceptionally well. Exceptional plan for a small facility.

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R3:

Needs Assessment:

A multi-faceted approach in data gathering. The community information included Spanish translations, considerable student input and a clear indication of teen needs. The proposed collection does not adequately represent Latinos who comprise 75% of the population.

Plan of Service:

Although the needs assessment data identified a need for more service hours, more hours are not included. Literacy is also identified; however, there doesn't seem to be any type of agreement to address this need.

Joint Use Agreement:

The need for more hours as identified in the needs assessment has not been addressed. The library seems to be providing everything including staffing and equipment while the school defines its role as being a user of the facility and services. This does not seem to be a well-balanced partnership.

Building Program:

Unclear how the number of computers for homework assistance will be able to address homework and other service needs. It is very unusual to include details of a space (HVAC, finishes, etc.) in a single general requirements section, rather than including them in the individual space descriptions. The design team will be required to flip back and forth to understand what is required. The information is there but is not arranged in a helpful manner. Although the occupancy charts detail the number of people in each space, it would be more useful to the design team if the number were repeated on the room sheets.

Conceptual Plans:

Assignable square footage and gross square footage respond well to program requirements - just a few square ft. difference. The Reference Desk is not "predominant" feature, near OPACs and reference collection as required by the building program.

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Integration of Electronic Technologies

Regulatory Basis: p.68, 20440, Appendix 4

RATING

2

Integration of Electronic Technologies

1. Appropriateness of electronic technologies in Plan of Service, based on Needs Assessment
2. How well the integration of electronic technologies is documented in Plan of Service
3. How well the integration of electronic technologies is documented in the Building Program

R1	R2	R3
3	2	2
2	3	2
3	2	2

Rating Panel Comments

R1:

Plans to provide a bilingual Web catalog are responsive to the clientele's needs. The overall technology planning is comprehensive, addressing virtually all areas of service, but the emphasis is on the hardware with little mention of the applications or solutions provided by the hardware.

R2:

They are proposing to add a Spanish language version of their website which is excellent. On the other hand, they seem to be overloading the capacity of the homework center computers. The center will also serve as the library's computer center, with 24 of the library's 30 personal computers located there. Students have priority when homework center hours are in operation, which means that access by the general public is very limited. In addition, older adults and those that are less familiar with English and computers might be uncomfortable using equipment that is in the youth area. They also propose to use the personal computers for online cataloging when not in use for the center, which adds another purpose for the personal computer--a challenging plan.

R3:

Proposed plan will provide a 500% increase in access to computers, a need identified in the needs assessment. Students will be given priority for homework assignments in the computer lab, while the general public will have access at other times.

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Site

Regulatory Basis: p.39, 20440, Appendix 1

Appropriateness of Site

1. Equal access for all residents in service area.
2. Accessibility via public transit.
3. Accessibility via pedestrian and bicycle.
4. Accessibility via automobile.
5. Adequacy of automobile parking.
6. Adequacy of bicycle parking.
7. Overall parking rationale.
8. Shared parking agreement (if applicable).
9. Visibility of site & proposed library building in service area
10. How well site fits community context & planning
11. Site selection process and summary.

Site Description

12. Adequacy of size of site.
13. Appropriateness of site configuration
14. Appropriateness of site/surrounding area.
15. Appropriateness of site based on placement of building, parking, access roads, pathways, expansion and parking.

RATING

4

	R1	R2	R3
	4	4	4
	3	3	4
	3	3	3
	4	4	4
	3	3	3
	3	3	3
	3	4	3
N/A			
	2	2	3
	4	4	4
	3	4	4

	R1	R2	R3
	4	4	4
	4	4	3
	3	4	4
	4	4	4

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Rating Panel Comments

Drainage issues: No information provided.

Geotechnical issues: Loose fill that is not expected to significantly increase the cost of developing the site for a library.

R1:

The site map does not show the service area boundary so it is impossible to determine the geographical centrality of the proposed library site in the service area. The site does appear to be fairly centrally located in Castroville, and Castroville is at the intersection of State Routes (SR) 1, 156 and 183 and the major population center. The site is located 1 block off Merritt Street (SR 183 w/ 12,500 vehicles/day) which is the "main street" for Castroville's business and retail district. Both SR 156 and SR 1 have 29,500 vehicles/day.

There are 3 bus stops within 1/4 mile of the site and all are within 1 block of the site.

The application indicates that Castroville is "pedestrian friendly," but there is no indication of existing sidewalks on the streets leading to the library. It is stated that the proposed library site would allow the majority of residents to walk to the site without crossing busy Merritt Street. The site is within walking distance to two schools (4 blocks each) and 1 block from a traditional "downtown" main (Merritt) street and less than 1/2 mile from a class 1 bicycle trail.

There are no actual on-site parking spaces, but the entire site is ringed with 81 on-street diagonal parking spaces to serve both the library and the child and family development center. This approach to parking is part of the revitalization strategy for downtown Castroville and is workable because the streets in Castroville are very wide. Further, there are a total of 326 parking spaces available on street and within 500' of the front door.

There are 12 bicycle parking spaces near the front entrance, but they do not appear to be sheltered from inclement weather.

The Castroville library, plaza and child & family development center is the "cornerstone of the Castroville Merritt Street Revitalization Plan." The site is also close to the North County Recreation and Park District community Center.

The proposed site was selected as the most significant public space in Castroville and its surrounding region after a lengthy community based comprehensive planning process. The Merritt Street Revitalization Plan provided the ground work for the library site selection process. The proposed location of the library site enjoys broad support in the community. There is a plan shown on the site to expand the library building, but not the parking.

R2:

The location is central to the service area, at the junctions of Highways 1, 56 and 183, in the modest commercial center of the service area. Public bus access is a block away at several stops. The highway nexus makes for convenient auto access. Although dedicated parking is non-existent, street parking will be excellent, and facilitate combining central business district errands with library visits. 12 bicycle slots is satisfactory.

Although the application speaks of visual connection of library to Merritt St. (Hwy. 183), the library is one block from Merritt Street and its office block--the visibility factor is perhaps inaccurate.

Dedication of the historic town square to library use is a tribute to the place the project holds in local esteem. The site selection process developed that understanding and facilitates acceptance of that use. Sitting on the block (shared with the Child Development Center), with a view across to the (new) plaza, makes for an attractive location on the property. Overall, the site is very appropriate.

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R3:

Centrally located one block off main thoroughfare (Merritt St./State Rte. 183) with easy access to State Routes 1 and 156, proposed site offers excellent automobile access for the service area. Foot and bicycle access is very good and public transit is available one block away, with routes that run to both Salinas and Watsonville. Automobile parking is all on the street and diagonal, utilizing broad streets and an approximate 10' curb setback. This provides very good access to both the library and the planned co-located Child and Family Development Center. Choice of site was influenced by the extensive planning process behind the Merritt Street Revitalization plan to which library site will be central. Superior provision for on-site expansion of the facility.

EVALUATION FORM
Castroville Library 2008

Financial Capacity

Regulatory Basis: Bond Act p. 5, Section 19998 (a) (7)

Rating Panel Comments:

Applicant has committed to the on-going operation of the completed library.